St. Peter's Catholic Primary School

Remote Education Policy

Date: September 2023 Review Date: Ongoing

Policy

This policy replaces our previous remote learning policy which was originally written as guidance for staff and parents during the COVID-19 Pandemic. This new policy has been created to share procedures and expectations in the event that attending school is not possible.

Remote Education would be as a last resort as every effort will be made to ensure pupils can be taught in person by attending school or if appropriate and possible, attending a safe alternative site. This policy sets out the systems and technology that staff will use to keep the learning experiences going for children, and details how they can be used effectively and safely, while allowing for the differing needs of families. The school's usual Online Safety Policy and Acceptable Use Agreements still apply at this time.

The staff remote learning lead is Mrs Harrington and any concerns, questions or feedback can be communicated with her via the office email address, office@stpeterseg.co.uk. If you do not have enough devices then please get in touch, we may be able to help.

Our Approach

Keeping regular learning going during the period that school is closed is of great importance to reduce the impact on children's education, however we understand that everyone's circumstances at home will be different. Some families have one child to support while others have several. Some families have one device to share while others may have more – and some things may work differently on different devices. Some parents will have plenty of time to help their children learn, while others will be working from home and may have much less time and some children will be able to work more independently than others or need greater challenge.

Due to this we will offer a variety of daily remote-learning activities as per government guidelines but be understanding that pupils may not always be able to complete them all. We appreciate that some families won't be able to engage with all that is on offer, and in this case suggest they focus on key learning priorities to try to reduce the impact on children's core Maths and English skills. Please support your child as best you can.

Remote Educational Provision for whole classes

In the event that a whole class, key stage or whole school have to work remotely, class teachers will post weekly tasks on Purple Mash, our online remote learning platform and on the class pages of the school website. For those children in Year R this will be via their online Evidence me platform and on the school website. This will outline a range of daily learning

activities which will as much as possible, link to our long-term curriculum plans and the learning children would normally be doing in school, while being adapted to suit remote learning and make use of ready-prepared high-quality online materials.
Our remote-learning curriculum will be delivered through a mix of pre-recorded video input, links to other website content and offline tasks (in any order and at a time that suits across the day). Opportunities to join in with time-scheduled LIVE events will be highlighted, for example Key Stage assemblies led by Mrs Claffey and Mrs Harrington or HELLO meetings led by class teachers.

HELLO
Help – help to increase my motivation when learning at home
Engage – engage with my class teacher and class mates
Love – give me a chance to see other people's smiles & share my own
Listen – Listen to each other
Oh – oh it's so nice to see you

Class teachers and the SENDCo will contact parents of those children not engaging to discuss how we can help.

Interaction
HELLO meetings will provide the social and emotional interaction that children will not be experiencing with their peers as school is partially closed, on Friday afternoons.

Communication will be provided to parents regarding the protocol for ZOOM video conferencing and the details of how to join each meeting.

Communication between staff and pupils/families must be through the authorised school email address,

office@stpeterseg.co.uk, infants@stpeterseg.co.uk or juniors@stpeterseg.co.uk

and not through email or personal social media accounts.

Due consideration should be put in by staff before sharing photos or videos as to whether there are any issues regarding reputation, professional conduct, online safety or other safeguarding matters. We would strongly recommend that staff avoid using personal devices and only use school provided equipment.

Use of Video Conferencing technologies (Zoom)
If you would like to join but are unable to due to technology restraints, please get in touch as

we may be able to help. The safety of both children and staff when using this technology is paramount and we will be following relevant advice from Zoom, the Children's Commissioner and the NSPCC.

In order to protect both children and staff, we require that if you wish to take advantage of these opportunities on Zoom, you agree to the arrangements set out in the attached protocol.

- An appropriate adult must remain nearby during video or conference calls to support with behaviour and engagement and ensure children are safe and using it appropriately.
- Children should take part in the meeting in a suitable communal environment (not a bedroom) and must be appropriately dressed (uniform isn't necessary, but they should be fully dressed in clothing that covers top and bottom half of the body).
- All members of the household must be aware that the meeting is taking place and make sure they are also suitable dressed and use appropriate language and behaviour when nearby or in the background. Zoom has a built-in option to use a virtual background - you may feel this is an appropriate feature to turn on.
- You must make sure you and your child have 'logged off' the call correctly once it is finished - before turning off any devices.
- You and your child will not try to contact any staff using these online tools outside of the pre-arranged meet ups which will be arranged through the usual school email systems.
- Screenshots, photos or recordings of Zoom meetings must not be made and meeting links must not be shared with others.

We will ensure that:

- No staff member will contact you or your child using Zoom outside of any pre-arranged meetings and if they do need to contact you they will arrange to do so with you using the email address mentioned above.
- Staff will ensure appropriate security settings are in place for the meeting. They will ensure that access is only granted to the expected registered users invited with a password or direct link. Screen sharing, file-sharing, annotation and chat will be restricted.
- Staff must not be alone with a child on a Zoom meeting. Either a parent or other children should be present.
- Participants will be held in a virtual waiting room while their identity is confirmed. Your Zoom account must clearly identify you by name and renaming during the meeting will not be allowed. Participants' audio should be muted until appropriate.
- Staff will monitor appropriate use and users will be removed from the video conference

if rules are not being followed. Staff will feedback to Senior Leaders and parents if there are any concerns.

- The staff member who is acting as the 'host' will ensure that when the meeting has finished they will select 'End Meeting for all' so that the meeting will not continue.
- Staff and any other adults on the call (or in the background) will use appropriate language/behaviour throughout the call in line with professional expectations in the classroom.

By choosing to join video conference on Zoom, you are demonstrating your consent to the above. If you have any questions or any concerns regarding video conferencing then please get in touch.

Sites and services

We are currently delivering remote learning through a range of sites and services, most of which are part of our usual online provision for children:

Age phase	Service	Description	Website
Yrs. 1 - 6	Purple Mash	Our main method of communication between school and families and is used for posting daily timetables and text, video and photo updates between staff and families	https://www.purplemash.com/login/
Yr. R	Evidence me	Communicate between school and home for sharing evidence and posting daily timetables, text, video and photo updates.	https://evidence.me/
Whole School	White Rose	Differentiated maths activities integrated within the maths planning in each class.	https://whiterosemaths.com/homelearning/
Yrs. 1 - 6	Timetable Rockstars	Times tables to practice with weekly battles available to participate in.	https://ttrockstars.com
Yrs. R - 1 (some KS2)	Numbots	Progressive maths challenges to complete encouraging speed and rapid recall of number facts	https://play.numbots.com/#/intro
Whole School	Real PE at Home	Range of Physical activities to be completed at home from Reception up to Year 6. Including fundamental movement skills and games.	https://homejasmineactive.com/login
KS1 &	Ed Shed	Spelling Shed and Maths Shed with online games	https://play.edsh

KS2		available from Year 1 - 6	ed.com/en-gb/login
Pre-existing users only	Nessy Reading and Spelling	Those children who access already access this as part of an intervention at school can continue to access these at home using their individual logins.	www.nessy.com/uk/

Additional support for pupils with particular needs

We recognise that some pupils, for example some pupils with special educational needs and disabilities (SEND), may not be able to access remote education without support from adults at home. We acknowledge the difficulties this may place on families, and we will work with parents and carers to support those pupils with differentiated tasks, videos from other year-group materials, alternative methods of recording, additional resources, advice and support. Online intervention resources will also be used where appropriate. We encourage parents to get in touch if their children are finding things too difficult or easy and we will do what we can to make personalised adaptations.

Safeguarding & Remote Learning

With the increased use of digital technologies that comes with remote learning, safeguarding implications need careful consideration.

Parents are advised to spend time speaking with their child(ren) about online safety and reminding them of the importance of reporting to an adult anything that makes them feel uncomfortable online. While we will be doing our best to ensure links shared are appropriate, there may be tailored advertising which displays differently in your household or other changes beyond our control.

Online safety concerns should still be reported to the school's Online Safety Lead (Mrs Claffey) as normal. Parents can do this through office@stpeterseg.co.uk or by phone on 01342 321985. The following websites offer useful support:

- Childline - for support
- UK Safer Internet Centre - to report and remove harmful online content
- CEOP - for advice on making a report about online abuse
- In addition, the following sites are an excellent source of advice and information:
- Internet matters - for support for parents and carers to keep their children safe online
- Net-aware - for support for parents and careers from the NSPCC

- Parent info - for support for parents and carers to keep their children safe online
- Thinkuknow - for advice from the National Crime Agency to stay safe online
- UK Safer Internet Centre - advice for parents and carers

Staff should continue to be vigilant at this time and follow our usual online safety and safeguarding/child protection policies and procedures, contacting a safeguarding lead directly by phone in the first instance.

Support for families to access remote-learning

We encourage families to get in touch if they are struggling to access our remote-learning offer. We may be able to support with advice or technical support, adaptations to tasks, loan of school devices, help with internet access, etc. Please contact the school through office@stpeterseg.co.uk or phone the school office on 01342 321985 to discuss this further.

APPENDIX: National Online Safety Agency Top Tips For Parent

